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ABSTRACT

Job outlook information forecasts the growth and decline of jobs in the near future--usually for a 10-year period. The purpose of this information is to help individuals understand where future employment opportunities may occur, but the individual must also consider his/her skills and interests and the level of education needed to accomplish his/her career goals. Outlook information can then help match an individual's interests, skills, and education with careers. The greatest amount of growth in the nation is expected to occur in industries that provide services, such as health care, technology services, business services, and education. Just as the brightest outlooks for general industries are in these areas, most of the 10 fastest-growing jobs are computer- or health-related. Some different ways to measure job outlook information are as follows: (1) creation of new positions or replacement needs; (2) percent change and numerical change; and (3) job outlooks in different geographical areas. (YLB)

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Job Outlook Information – Careers for the Future

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An overview of Job Outlook Information

Job outlook information forecasts the growth and decline of jobs in the near future – usually for a 10 year period. In order to project the future of a job, analysts collect a variety of information including data about state and national economy, the amount of exports and imports, labor force trends (including the age of workers), employment trends, geographical differences and more.

Outlook information may also include:

- estimations of how many jobs will be available in industries or specific careers in the future.
- expectations of how much growth a field or occupation will experience.
- projections of how many skilled workers will be competing for available jobs.

The purpose of outlook information is to help you understand where future employment opportunities may occur. But you must also consider your interests.

Choosing a career

Educated and skilled workers will always be in constant demand. While Job Outlook Information can be helpful when looking at a specific career, it is important to also consider your skills and interests and the level of education needed to accomplish your career goals.

Skills and interests

Starting in childhood, people develop skills, interests and talents. If you choose a job that utilizes your skills, it will be easier for you to excel. If, for example, you don't enjoy math and it is difficult for you, accounting might be a poor career choice even if there are many jobs available. When exploring career fields, find occupations you enjoy – **the best job uses skills you already possess, challenges you to learn new skills and helps you meet your goals.** If you want more information about jobs that fit your interests, order IS-50 from ICPAC or **complete one of ICPAC's two interest inventories on the Web site at icpac.indiana.edu.** One interest inventory, the Merkler Style Preference Inventory, links your interests with jobs and careers that might interest you.

Education and training

There are hundreds of education and training programs after high school. Think about how you like to learn, where you feel most comfortable learning and what kind of education will help you reach your career goals. But you will also want to **consider what kind of education will give you the most options and the most security in the future.**

For instance, occupations requiring a bachelor's degree are expected to grow fastest in the future. Actually, almost all occupations requiring a degree or technical training after high school are expected to experience growth. For more information about how education affects job security and income, order IS-45 from ICPAC.

InfoSeries IS-46

To learn more about careers and related topics, **contact ICPAC at 1-800-992-2076 or visit the Web site at icpac.indiana.edu.** Ask for free copies of:

- IS-45: *Education – What It's Worth*
- IS-50: *Discover Careers that Fit You*
- IS-65: *Career Areas to Explore and Jobs in Them*
- IS-74: *Job Shadowing, Internships and More Ways to Experience Careers*
- IS-83: *Indiana's Workforce Development Centers*
- ***Indiana Career Profiles*** – which include information on the work environment, salary, education and other aspects of specific careers.

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Using Job Outlook Information to match your interests, skills and education with careers

Outlook information can help define a specific job or career within a field. It also suggests what careers will be "hot" or careers that are *supposed* to grow in the future.

However, the economy, changes in technology, social trends and other factors can and will affect jobs in unexpected ways by the time you begin your first or new career. For example, 15 years ago careers in computers were practically nonexistent. Now, almost every employer wants people with computer skills. Job Outlook Information can be a useful tool for planning your future; but remember, it is only an indication or forecast of the future.

Outlooks for industries, career fields and jobs

Industries for the future

The greatest amount of growth in the nation is expected to occur in industries that provide services, like health care, technology services, business services and education.

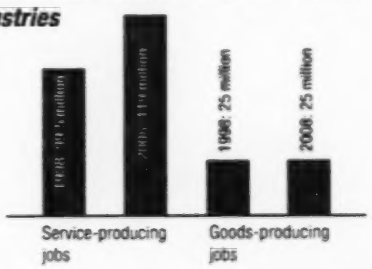
Business and management services will be needed to better help people work and live in an ever changing world. In addition to improvements in medical technology, **health services are more in demand** because the number of elderly Americans is growing. Also, people who are ill are not staying in hospitals as long as they once did. **Education services are growing** because people need training in order to work and succeed in a more technical world. Also, as people use advanced technology and work more – they need more services to help them repair and improve **technology** and accomplish more in less time at work and at home.

Fastest-Growing Career Fields in the U.S. for 1998

Computer and Data Processing Services	117% change
Health Services	67% change
Residential Care	57% change
Management and Public Relations	45% change
Personnel Supply Services	43% change
Equipment Rental and Leasing	43% change
Museums, Botanical and Zoological Gardens	42% change
Research and Testing Services	40% change
Transportation Services	40% change
Security and Commodity Brokers	40% change

In addition to business, health and education services, the career areas expected to account for the greatest number of jobs available in the future include personnel supply services, management and public relations and social services.

Projected Job Growth in Service and Goods Industries



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Although service-producing industries are expected to grow, many industries that produce goods – like manufacturing and mining – are expected to decline across the country because improvements in technology will automate procedures and reduce the need for human workers.

Jobs for the Future

Just as the brightest outlooks for general industries are in the areas of business health care and technology, most of the 10 fastest-growing jobs are computer or health related.

Occupations with the greatest increase in the number of jobs available reflect a wider variety of career fields. In addition to health, business, computers and education, jobs in sales and transportation are also expected to increase in number.

Fastest-Growing Jobs in the U.S. in 1998

Computer Engineers	108% change
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Computer Support Specialists	102% change
Systems Analysts	94% change
Database Administrators	77% change
Desktop Publishing Specialists	73% change
Paralegals and Legal Assistants	62% change
Personal Care and Home Health Aides	58% change
Medical Assistants	58% change
Social and Human Service Assistants	53% change
Physician Assistants	48% change

Different Ways to Measure Job Outlook Information

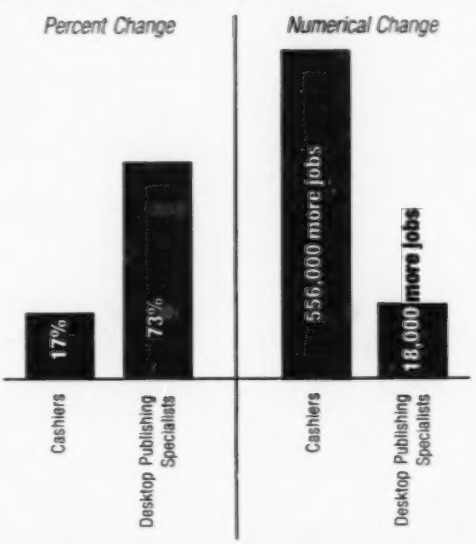
Job growth and replacement needs

Job growth and replacement needs both refer to the demand for occupations – how many skilled workers will be needed in the future to fill jobs available in a field. Outlook information can also be presented in terms of supply – how many skilled workers will be competing for the jobs available.

Future employment opportunities open because of job growth and replacement needs. Job growth means the field is growing and new positions are being created. When current workers leave the field, it is referred to as replacement needs.

Replacement needs are usually higher in jobs with low pay and low training requirements. People in these jobs often try to move to higher paying positions quickly or find different career paths. Workers also leave because they have been promoted, changed careers, returned to school, retired or left the field for other reasons.

Two Ways to Measure Job Growth



Additional Resources

Indiana's Department of Workforce Development is on the World Wide Web at www.state.in.us/dwd or call 1-888-WorkOne.

Indiana's Department of Labor is on the World Wide Web at www.state.in.us/labor or call 317-232-2655.

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Percent change and numerical change

Job growth can be measured two ways: by *percent* change and by the actual increase in *number* of new jobs available. The fastest growing occupations, those with the highest percent change, may not provide the largest number of jobs in the future. You may, therefore, want to consider careers that are growing fast – have a high percent change in job growth – and have large numerical increases in job opportunities. Some of these include:

- lawyers
- physicians
- mathematical scientists
- management analysts
- speech-language pathologists
- engineering managers
- radiologic technologists/technicians
- food service and lodging managers
- vocational education teachers
- correction officers

For a more complete list of jobs with bright outlooks in both job growth and availability, **check out the *Occupational Outlook Handbook.***

For instance, you may be interested in a career in art or communications because the job outlook shows people in desktop publishing are expected to be in high demand across the country. But outlook information also suggests there will be a large supply of Indiana residents trained to work in these fields. This means fewer jobs may be available in art and communications in Indiana because of the great *supply* of skilled workers expected to enter these fields.

Geography

Most job outlook statistics show what is expected for careers across the country as a whole. But the future of careers in specific states often differs from national outlook information. For instance, although manufacturing is expected to decrease across the country, Indiana expects to have a lot of job openings in manufacturing and processing in the future – and not enough skilled workers to fill them.

Job outlooks also may differ between rural and urban areas. For example, welders are expected to be in greater demand in urban areas – where there is likely to be more business and industry – than in rural areas.

For more help:

- Use the ICPAC Web site at icpac.indiana.edu or call 1-800-992-2076 for Indiana Career Profiles.
- Talk to people working in career fields that interest you. They can tell you about changes they see on the job.
- Collect information about available jobs from Indiana Workforce Development Centers and local employment agencies.
- Use free job search services (like America's Job Bank). Many sites can be linked through the ICPAC site.

For in-depth outlook information on industries, career fields and jobs, **check out the *Occupational Outlook Handbook.*** Your guidance counselor may have a copy of this book, or you can find it at your school or local library. You can also access the Web site at stats.bls.gov/ocohome.htm.

Sources:

Bureau of Labor Statistics at stats.bls.gov/blshome.htm (7/00).

Occupational Outlook Handbook at stats.bls.gov/ocohome.htm (7/00).

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